

Lawrence County Subdivision Regulations



Adopted April 23, 1997
Effective May 31, 1997
Revised July 22, 2004
Revised August 14, 2018

This Page Intentionally Left Blank

TABLE OF CONTENTS

Article I: General Provisions	Page
Section 100 Title	5
Section 101 Authority	5
Section 102 Public Purpose	5
Section 103 Jurisdiction	5
Section 104 Relation to Other Laws	5
Section 105 Validity and Separability	6
Section 106 Enactment	6
Article II: Administration	
Section 200 Administration, Enforcement, and Interpretation	6
Section 201 Amendments	6
Section 202 Variances, Exceptions, and Waiver of Conditions	7
Section 202A Administrative Procedure and Approval of Variances	7
Section 202B Submission Requirements for Variances	7-8
Section 203 Expiration	8
Section 204 Voided Applications	8
Section 205 Recording of Plat	8
Section 206 Revision of Plat After Approval	8
Section 207 Fees	8
Section 208 Violations and Penalties	8
Section 209 Appeal	9
Section 210 Representation of Application	9
Article III: Subdivision Application, Procedures, and Approval Process	
Section 300 Purpose	9
Section 301 General Procedure	9
Section 302 Outline of Conditions for Minor Subdivision	9-10
Section 303 Submission Requirements	10
Section 304 Administrative Procedure and Approval	10
Section 305 Transfer of Property Between Adjoining Landowners	11
Section 306 Outline of Conditions for Major Subdivision	11
Section 307 Preliminary Plan	11
Section 308 Preliminary Plan Form	11
Section 309 Preliminary Plan Content	11-12
Section 310 Review and Approval of Preliminary Plan	12
Section 311 Submission to Ohio Department of Transportation	12-13
Section 312 Preliminary Plan Expiration	13
Section 313 Preliminary Plan Recall	13
Section 314 Final Plat Procedures	13
Section 315 Final Plat Contents	14
Section 316 Filing	14

TABLE OF CONTENTS CONT.

	Page
Section 317 Planning Commission Action	14-15
Section 318 Public Improvements	15-16
Section 319 Agreements to Improvements	16-17
Section 320 Final Plat Expiration	17
Section 321 Signing, Recordation, and Transmittal of Copies of Final Plat	17
Article IV: Required Statements and Signatures to be Affixed to The Plat	
Section 400 Required Statements	17-19
Article V: Definitions	
Section 500 Definitions	20-21
Article VI: Adoption of Regulations	22
Appendix 1: Subdivision Forms	
Form No. 1 - Application For Tentative Approval of Preliminary Plat	24-25
Form No. 2 - Preliminary Plat Checklist	26
Form No. 3 - Application For Final Plat Approval	27-28
Form No. 4 - Final Plat Checklist	29
Form No. 5 - Technical Design & Improvement Checklist	30-31
Form No. 6 - Application For Minor Subdivision Approval	32-33
Form No. 7 - Application For Major Subdivision Approval	34-35
Form No. 8 -Application For Subdivision Variance	36
Appendix 2: Fees	37

Regulations for Residential, Commercial and Industrial Subdivisions

ARTICLE I GENERAL PROVISIONS

SECTION 100 TITLE

These rules, regulations, and standards shall be officially known as the "Subdivision Regulations of the County of Lawrence, Ohio," and shall hereinafter be referred to as "these Regulations."

SECTION 101 AUTHORITY

The Ohio Revised Code, Chapter 711, enables the Board of County Commissioners and the Planning Commission of Lawrence County to adopt regulations governing plats and subdivisions of land within the unincorporated area of the County.

SECTION 102 PUBLIC PURPOSE

Regulation of the subdivision of land and the attachment of reasonable conditions to land subdivision is an exercise of public police power delegated by the State of Ohio to Lawrence County pursuant to Chapter 711 of the Ohio Revised Code. The developer shall be in compliance with conditions established by the planning commission for design, dedication, improvement, and restrictive use of the land to conform to the physical and economic development of Lawrence County and the health, safety, and general welfare of the future lot owners of the subdivision and of Lawrence County generally.

SECTION 103 JURISDICTION

These Regulations shall be applicable to all subdivisions of the land within the unincorporated areas of Lawrence County. The Planning Commission shall have the power of final approval of the plats. Whenever a City/Village within Lawrence County has adopted a major streets plan, parks and public open space plan and subdivision regulations, and is exercising extra-territorial jurisdiction, the City/Village Planning Commission may receive advice from the Lawrence County Regional Planning Commission upon all subdivision plats located within three miles of the corporate limits. The City/Village Planning Commission shall have the final approval of the plat, except for the provisions of Article III: Section 318: Streets and Roadways, which shall be the jurisdiction of the County Engineer.

SECTION 104 RELATION TO OTHER LAWS

The provision of these Regulations shall supplement the laws of the State of Ohio, other resolutions adopted by the Board of County Commissioners or Township Trustees, or the rules and regulations promulgated by authority of such law or resolution relating to the purpose and scope of these Regulations.

No subdivision plat shall be approved for recording until the requirements of these Regulations have been met and certification thereof has been endorsed upon the plat by the appropriate reviewing authority.

Whenever the requirements of these Regulations are at variance with the requirements of other lawfully adopted rules, regulations, or resolutions, the most restrictive or that imposing the highest standard shall govern. These Regulations shall be interpreted as minimum requirements.

Whenever a Township or part thereof has adopted a County or Township zoning resolution, under Chapter 303 or 519 of the Ohio Revised Code, all proposed subdivisions shall meet the requirements of said zoning resolution, as well as the provisions of these Regulations.

SECTION 105 VALIDITY AND SEPARABILITY

If for any reason, any clause, provision or portion of these Regulations shall be held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect validity or legality of these Regulations as a whole, or any part thereof, other than the part so held to be invalid. These Regulations shall not abate any legal action pending under prior subdivision regulations and shall not interfere with other applicable laws and regulations or with deed restrictions.

SECTION 106 ENACTMENT

These Regulations shall become effective from and after the date of their approval, adoption, or amendment by the Lawrence County Regional Planning Commission and the Board of County Commissioners after public hearing and certification to the County Recorder as required by Chapter 711 of the Ohio Revised Code. Henceforth, any other regulations previously adopted by Lawrence County shall be deemed to be repealed. These Regulations shall in no way affect any subdivision having received preliminary plan approval prior to the effective date of these Regulations or any amendment thereto, provided, however, that no changes to the preliminary plan, as approved, are introduced by the subdivider.

ARTICLE II ADMINISTRATION

SECTION 200 ADMINISTRATION, ENFORCEMENT, AND INTERPRETATION

The Lawrence County Regional Planning Commission shall administer these regulations and shall hereinafter be referred to as the "Planning Commission." The Planning Commission, assisted by other government agencies, legal counsel, and through other advice it may solicit, shall administer and enforce these Regulations. Discretionary, conflicting, or disputed aspects of these Regulations shall be interpreted by the planning director or other individual or agency designated by the County Commissioners or Planning Commission.

SECTION 201 AMENDMENTS

The Board of County Commissioners may, after public hearing and other requirements as specified in the appropriate section of the Ohio Revised Code, amend or supplement these Regulations. Notice shall be given of the time and place of such hearing by publication in at least one newspaper of general circulation published in the area or County, 30 days prior to holding of said hearing. The amendment or amendments shall be on file in the office of the Planning Commission for public examination during the said 30 days. The Planning Commission may only amend, supplement, or change regulations, requiring the actual construction of

improvements, or posting of performance guarantees, after review and adoption by the County Commissioners.

SECTION 202 VARIANCES, EXCEPTIONS, AND WAIVER OF CONDITIONS

Where, due to exceptional topographic or other physical conditions, the Planning Commission finds that extraordinary and unnecessary hardship may result from strict application of these Regulations, or the purposes of these Regulations may be served to a greater extent by an alternative proposal, it may approve variances, exceptions, and waivers of conditions, provided that they will not be detrimental to the public health, safety, or welfare or injurious to other properties. The Board of County Commissioners can only make variances for roadway specifications and construction standards with the consent and approval of the County Engineer. Recommendations regarding variances may be provided by the Planning Commission. Such variances shall not have the effect of nullifying the intent and purpose of these Regulations, the comprehensive plan, or the zoning resolution, when they exist.

In granting variances or modifications, the Planning Commission may require such conditions as will, in its judgment, secure substantially the objective of the standards or requirements so varied or modified.

An application for relief will be denied if an owner requests it merely for their own convenience, such as when the land is not usable due to error or poor assumptions on the owner's part, or when the only supporting evidence is that compliance would add significantly to development costs.

SECTION 202 (A) ADMINISTRATIVE PROCEDURE AND APPROVAL OF VARIANCES

- a. The applicant must submit an application for a variance on the prescribed forms to the Planning Commission Office.
- b. The Planning Commission will review the application for a variance along with the justification and drawings submitted with the application.
- c. The application for variance, if submitted before the close of the agenda for the next regular meeting, shall be heard at the next regular meeting of the Planning Commission having a quorum present.
- d. Incomplete or deficient proposals for variances shall be disapproved and the landowner notified of issues and reasons for disapproval.
- e. If the variance is approved by the Planning Commission, the application shall be sent to the County Board of Commissioners for consideration and approval or denial.

SECTION 202(B) SUBMISSION REQUIREMENTS FOR VARIANCES

The application for variance shall include the following:

- a. Completed application.
- b. Justification for variance request.
- c. Drawing showing the nature, location and characteristics of the variance request.
- d. Appropriate fee as established by the Planning Commission or County Commissioners.
- e. Other items or provisions deemed necessary by the Planning Commission.

SECTION 203 EXPIRATION

Failure to comply with stated time periods of these Regulations shall result in the expiration of the application and associated Planning Commission approvals. The subdivider is solely responsible for knowing expiration dates and meeting them in accordance with these Regulations. The Planning Commission shall have no duty, obligation, or responsibility to remind or notify subdividers of approaching expiration dates.

SECTION 204 VOIDED APPLICATIONS

An application shall become void and have no rights, standing, or status under these Regulations, upon expiration, withdrawal, or disapproval.

SECTION 205 RECORDING OF PLAT

No plat of any subdivision shall be recorded by the County Recorder or have any validity until said plat has received a final approval in the manner prescribed in these Regulations and Ohio Law.

SECTION 206 REVISION OF PLAT AFTER APPROVAL

No change, modification, or revision shall be made in any plat of a subdivision after approval has been given by the Planning Commission, and endorsed in writing on the plat, unless said plat is first resubmitted to the Planning Commission.

SECTION 207 FEES

The Board of County Commissioners shall establish a schedule of fees, charges, expenses, and collection procedures for administration of these Regulations. The schedule of fees shall be posted in the office of the Planning Commission. Until all applicable fees and expenses have been paid in full, no action shall be taken on any application or appeal.

The subdivider shall be solely responsible for submittal of the plat and payment of fees to the local agency having jurisdiction regarding review and/or approval of proposed improvements, including water, sanitary sewage facilities, and storm water maintenance.

SECTION 208 VIOLATIONS AND PENALTIES

Whoever willfully violates any rule or regulation adopted by the Lawrence County Regional Planning Commission and the Lawrence County Board of Commissioners pursuant to Section 711.101 of the Ohio Revised Code or fails to comply with any order issued pursuant thereto, shall forfeit and pay not less than ten nor more than one thousand dollars.

Such sum may be recovered with costs in a civil action brought in the Lawrence County Court of Common Pleas by the legal representative of Lawrence County or the proper municipal corporation in which the violation lies therein.

SECTION 209 APPEAL

Any person who believes he or she has been aggrieved by these Regulations or the actions of the Planning Commission has all rights to appeal as set forth in Chapter 711 of the Ohio Revised Code or any other applicable section.

SECTION 210 REPRESENTATION OF APPLICATION

Any application that is required to go before the Lawrence County Regional Planning Commission shall be represented by one or more persons responsible for the development. If no representative is present at the assigned meeting, the application will be tabled until the next regular meeting of the Planning Commission. If no representative is available at the second meeting, the application will be withdrawn.

**ARTICLE III
SUBDIVISION APPLICATION, PROCEDURES, AND APPROVAL PROCESS**

SECTION 300 PURPOSE

The purpose of this article is to establish the procedure for review and approval of subdivisions, as authorized under Chapter 711 of the Ohio Revised Code. The procedure is intended to provide orderly and expeditious processing of such applications.

SECTION 301 GENERAL PROCEDURE

Before any land is subdivided, the owner of the property, or his authorized agent, shall apply for and secure approval of the proposed subdivision in accordance with the following procedures:

1. Lot Split or Minor Subdivision: These involve approval actions by the Planning Commission and require a survey drawing, a deed with a legal description, fees, and may include a sketch plat as recommended by the Planning Commission.
2. Platted Subdivision or Major Subdivision: These involve approval actions by the Planning Commission. The approval process for a major development, whether a subdivision, cluster development, or planned unit development (PUD), is essentially the same, and includes three principal steps: an optional sketch plan, a preliminary plan, and a final plat.

SECTION 302 OUTLINE OF CONDITIONS FOR MINOR SUBDIVISION

Approval without a subdivision plat of a Minor Subdivision may be granted by a designated representative of the planning commission if the proposed subdivision of the parcel of land meets all of the following conditions:

- a. The proposed division of a parcel of land shown on the last proceeding tax duplicate involves no more than five (5) lots, after the original parcel has been completely subdivided, any one of which is under five (5) acres (inclusive of the remainder parcel).
- b. The proposed subdivision is along an existing public street or road, and involves no opening, widening, or extension of any street or road or public utility, except in the opinion of the Planning Commission reason dictates otherwise.
- c. The proposed division is not contrary to applicable subdivision, zoning, or other regulations or has received the necessary variances.
- d. The proposed subdivision has been approved by the Ohio Environmental Protection Agency, Local Health Department, County Engineer, Floodplain Administrator, and others as may be applicable.

- e. The property has been surveyed and a survey plat (not a subdivision plat) and legal description of the property is submitted with the application. The survey plat and legal description must be in accordance with Minimum Standards for Boundary Surveys in the State of Ohio and those requirements established by the Lawrence County Engineer and Auditor for conveyance of property in Lawrence County.
- f. Minor lot splits shall be a minimum of 7,500 square feet in size.

SECTION 303 SUBMISSION REQUIREMENTS

The application for minor subdivision shall include the following:

- a. The survey shall conform to the minimum standards for boundary surveys in the State of Ohio (OAC 4733-37)
- b. Survey boundaries and lot lines drawn on an 11" x 17" sheet and at a scale between 1"=10' and 1"=100'. All dimensions shall be shown in feet and hundredths of feet.
- c. Locations of monuments and their descriptions.
- d. Location and size of existing buildings.
- e. Areas within the 100-year floodplain and within floodways, as determined from flood studies or by scaling from mapping provided by the Federal Emergency Management Agency or the local Floodplain Administrator, shall be delineated.
- f. Other items or provisions deemed necessary by the planning commission.

SECTION 304 ADMINISTRATIVE PROCEDURE AND APPROVAL

- a. A Minor/Major subdivision application available at the Planning Commission office shall be signed by the landowner and may be filed by a designated representative. A complete application shall contain a survey plat, a deed, a legal description for each lot being created, a fee set forth in these regulations, and a certified approval by Ohio Environmental Protection Agency, Local Health Department, County Engineer, Floodplain Administrator, and others as may be applicable.
- b. After the Minor/Major Subdivision has been given approval by any other departments with review responsibility, the deed, a copy of the certified approval by Ohio Environmental Protection Agency, Local Health Department, County Engineer, Floodplain Administrator, and others as may be applicable, and a copy of the survey plat is then checked by a designated representative of the Planning Commission for its conformity with these regulations. The designated representative of the Planning Commission shall stamp and sign the deed "Approved – No Plat Required", if the lot meets all requirements as specified above, within seven (7) days after the submission.
- c. After the requirements of the above sections 'a' and 'b' have been met, the deed may then be recorded. Minor/Major Subdivision requests expire if not recorded within one (1) year of the initial fee payment.
- d. Incomplete or deficient proposals shall be disapproved and the landowner notified of issues and reasons for disapproval.

SECTION 305 TRANSFER OF PROPERTY BETWEEN ADJOINING LANDOWNERS

- a. Where a transfer of property between adjoining landowners, which is less than five (5) acres in size, results in a residual parcel, which is less than five (5) acres, said residual

parcel shall be subject to the requirements of these Regulations; and the transfer of property shall be approved only if the residual meets these Regulations. The grantees' names on the deed shall match the ownership of the adjacent parcel being enlarged by the transfer. Deeds for combining acreage shall include the notation: "Not to be used as a separate building site or transferred as an independent parcel in the future without planning commission approval."

- b. If the transfer of property is within a recorded subdivision, it shall be submitted as a major subdivision if it involves the creation of any subdivision lot as a separate building tract.

SECTION 306 OUTLINE OF CONDITIONS FOR MAJOR SUBDIVISION

A proposal involving any of the following shall be subject to major subdivision procedures:

- a. More than three (3) lots, any one of which is less than five (5) acres, including the original tract.
- b. Creation, widening, or extension of any road, street, or access easement.
- c. Division or allocation of land as a utility or drainage easement.
- d. Subdividing platted land to create additional building lots in a recorded subdivision.

SECTION 307 PRELIMINARY PLAN

The developer shall submit a preliminary plan for review and tentative approval prior to the formulation and submittal of detailed construction drawings. The preliminary plan is conducted for the developer's benefit; its submission does not constitute a formal subdivision review pursuant to Section 711.10 of the Ohio Revised Code. With the submission of the preliminary plan, the applicant waives any rights to an approval under Section 711.10 of the Ohio Revised Code until such time as an application is made for final subdivision plat review and is submitted to the Planning Commission for review and approval as detailed in these Regulations.

SECTION 308 PRELIMINARY PLAN FORM

The preliminary plan application shall contain:

- a. Complete application form available from the Planning Commission office.
- b. Five copies of the preliminary plan containing all required information. (Copies must also be submitted to utility companies located in the area of the development.)

SECTION 309 PRELIMINARY PLAN CONTENT

The preliminary plan shall contain the following information:

- a. Proposed name of Subdivision (No duplication of subdivision names within the County will be permitted)
- b. Locational description (section, range, township or other survey)
- c. Boundaries and acreage
- d. Name, address, and telephone number of the owner, subdivider, engineer, and surveyor.
- e. Date of survey, scale of 1" = 100' or smaller, north arrow, legend and a vicinity map
- f. Names of adjacent subdivisions, owners of adjoining parcels, and location of common boundary lines
- g. Site plan with topographic contours
- h. Location, width, and names of existing streets, rights-of-way, and easements

- i. Location and dimensions of existing structures
- j. Location of existing and proposed utilities including sewers, water lines, and electric, telephone, and cable lines or poles
- k. Layout, names, and widths of proposed streets or easements and proper dedications
- l. Layout and approximate dimensions of all lots
- m. Building setback lines with utility easements, if necessary
- n. Survey monuments of adjacent properties
- o. Proposed use of lots
- p. Copy of proposed deed restrictions
- q. Letter from the County Health Department stating what type of sewage disposal system they will approve for the proposed subdivision
- r. Certification from the Lawrence County Floodplain Administrator stating if the development meets the National Flood Insurance Program requirements
- s. Construction estimates for proposed improvements

SECTION 310 REVIEW AND APPROVAL OF PRELIMINARY PLANS

The Planning Commission, within five (5) calendar days of the submission of the plan for the proposed subdivision, shall send a notice by regular mail or by electronic mail to the fiscal officer of the board of trustees of the township in which the plat is located and the board of health of the health district in which the plat is located. This notice shall inform the trustees and the board of health of the submission of the plan and of the date, time, and location of any meeting at which the Lawrence County Regional Planning Commission will consider or act upon the plan. The meeting will take place within thirty (30) calendar days after submission of the plan, and no meeting shall be held until at least seven (7) calendar days have passed from the date the Planning Commission sent the notice.

The preliminary plan may be approved by the Lawrence County Regional Planning Commission subject to conditions that must be incorporated into the final plat.

The preliminary plan may also be refused approval if the conditions of these Regulations are not met and upon written recommendations from the utility companies if the plan does not meet their approval or design specifications. If the plan is not approved, the applicant shall make the prescribed changes and may resubmit the preliminary plan.

Once the Planning Commission has recommended approval of the preliminary plan, the plan shall be presented by the property owner or their legal advisor to the Board of County Commissioners for their approval.

SECTION 311 SUBMISSION TO OHIO DEPARTMENT OF TRANSPORTATION

Any plan within three hundred (300) feet of the centerline of a state highway for which changes are proposed, or any land within a radius of five hundred (500) feet from the point of intersection of said centerline with any public road or highway requires the Planning Commission give notice by registered or certified mail to the Ohio Department of Transportation. If the Ohio Department of Transportation notifies the Planning Commission that it shall proceed to acquire the land needed, the Planning Commission shall refuse to approve the plan.

SECTION 312 PRELIMINARY PLAN EXPIRATION

The approval of the preliminary plan shall be effective for a period of one (1) year from the date of its approval. If the final plat application is not accepted within one (1) year, the preliminary plan approval shall expire and become void.

SECTION 313 PRELIMINARY PLAN RECALL

The designated representative of the Planning Commission may recall unplatted portions of the preliminary plan for consideration, and reapproval, modification, or disapproval by the Planning Commission if:

- a. Incomplete, inaccurate, or fraudulent information influences approval.
- b. The subdivider has failed to satisfactorily pursue platting or conditions of approval.
- c. Previously unknown or new health, safety, or environmental concerns arise.

The subdivider shall be notified by letter no later than thirty (30) days before the recall is scheduled for consideration.

SECTION 314 FINAL PLAT PROCEDURES

Having received the approval of the preliminary plan the subdivider shall submit a final plat application containing all changes required by the Planning Commission in the preliminary plan. The final plat shall be prepared by a professional surveyor, and the design for construction of improvements prepared by a professional engineer licensed in the State of Ohio. Within five (5) calendar days after submission, staff shall accept and schedule the plat for the next appropriate meeting of the Planning Commission and notify the township in accordance with Section 711.10 of the Ohio Revised Code and this section of these Regulations. Notification shall also be given to other appropriate agencies and officials.

A complete application shall contain:

- a. Complete and signed application form available from the Planning Commission with the fee as set forth in the Appendix
- b. Original plat document signed by the subdivider and lienholder with notary and seal and the professional surveyor with seal
- c. Plat, signed by applicable zoning, health, sanitary, and other governmental authorities
- d. Three (3) sets of copies of the final plat and one (1) reproducible tracing of the plat
- e. Three (3) sets of approved construction drawings and engineering specifications as required for grading, streets, storm water management, waterline, sanitary sewer, and other improvements. Applicants are to file the application for final plat approval only after the appropriate authority approves construction drawings and engineering specifications. Failure to do so shall result in non-acceptance of the application.
- f. Supplementary and additional information as required by these Regulations

SECTION 315 FINAL PLAT CONTENTS

The final plat shall otherwise conform to the preliminary plan and it may constitute only that portion of the approved preliminary plan which the subdivider proposes to record and develop at the time.

The final plat shall include all changes required by the preliminary plat approval (including contours) plus the following:

- a. Accurate angular and linear dimensions for all lines, angles, and curves used to describe boundaries, streets, alleys, easements, areas to be reserved for public use, and other important features.
- b. An identification system for all lots and blocks and names of streets. Lot lines to show dimensions in feet and hundredths.
- c. True angles and distances to the nearest established street lines or official monuments (not less than three) which shall be accurately described in the plat.
- d. Pipes or other permanent survey monuments shall be placed at each lot corner.
- e. Accurate outlines and legal descriptions of any areas to be dedicated or reserved for public use, with the purposes indicated thereon, and of any area to be reserved by deed, covenant for common uses of all property owners.
- f. Certification by a State of Ohio licensed surveyor to the effect that the plat represents a survey made by him/her and that monuments and markers shown thereon exist as located.
- g. Notarized certification, by owner, or by any mortgage holder on record, of the adoption of the plat and the dedication of the streets and other public areas.
- h. Certifications showing that all taxes and special assessments due on the property to be subdivided have been paid in full.
- i. Certification that no clean water connections will be made to the sanitary sewer systems in accordance with the Ohio Revised Code.
- j. Proper form for the approval by the Lawrence County Regional Planning Commission and the Lawrence County Commissioners with space for signatures.
- k. Approval by signature of County, State, and utility owners concerned with the specification of utility installations.

SECTION 316 FILING

The final plat shall be filed with the Planning Commission not later than one (1) calendar year after the date of approval of the preliminary plan; otherwise it will be considered void. The final plat shall be filed at least thirty (30) calendar days prior to the meeting at which it is to be considered.

SECTION 317 PLANNING COMMISSION ACTION

Before any final plat is approved, the Ohio Department of Transportation must be notified as required by Section 311 of these Regulations. Staff shall provide a final plat report to the Planning Commission. The Planning Commission shall act on the final plat within thirty (30) days after filing, unless such time is extended by agreement with the subdivider, the final plat is withdrawn or a delay-of-action is requested and granted. Conditional approval of a final plat shall be limited to minor clerical and other nonsubstantive errors as determined by the Planning Commission. Failure of the Planning Commission to act upon the final plat within such a time shall be deemed an approval of the plat. If disapproved, the subdivider shall make the necessary corrections and resubmit the final plat, within thirty (30) days, to the Planning Commission for its final approval. If a final plat is refused by the Planning Commission, the person resubmitting the plat, which the planning commission refused to approve, may file a petition within sixty (60)

days after such refusal in the court of common pleas of the county in which the land described in said plat is situated.

SECTION 318 PUBLIC IMPROVEMENTS

No final plat of subdivision of land shall be approved without receiving a statement signed by the Lawrence County Regional Planning Commission certifying that the improvements described in the subdivider's plans and specifications, together with agreements, meet the minimum requirements of all resolutions of the County and, as established by the County Commissioners, that they comply with the following:

Sewer Systems

- a. The sanitary sewer system shall be installed by the subdivider and each tap shall be paid by the owner of the subdivision before installation of the tap and shall serve all properties in the subdivision.
- b. Provisions shall be made for adequate surface drainage providing the County does not have storm sewers. However, if the County has storm sewers, the owner shall be required to install storm sewers adequate to serve the entire subdivision, at the expense of the owner. If the County does not have storm sewer systems adjacent to the subdivision, the subdivider may provide either an open ditch or storm drainage system designed according to ODOT specifications and can adequately carry a 10 year design storm. The storm water drainage shall be separate and independent of the sanitary sewer system. The storm water drainage line shall be constructed of an approval material and not less than twelve (12) inches in size and can adequately carry a 10 year design storm. Storm drainage shall be design by a Registered Professional Engineer in the State of Ohio. Design computations should be available for review by the Planning Commission or its designated representative upon request.
- c. All plans for sanitary sewers must meet with the approval of the sewer district administrator in which the subdivision is located and Ohio EPA or the Lawrence County Health Department and Ohio EPA before final acceptance is made by the Lawrence County Regional Planning Commission and the County Commissioners.

Water Systems

- a. The water system shall be installed by the subdivider subject to the conditions and specifications of the water system provider. Each tap shall be paid by the owner of the subdivision before installation of the tap and shall serve all properties of the subdivision.
- b. Primary water lines must be separated from primary sanitary sewer lines by a distance of no less than twenty (20) feet, unless otherwise directed by both sewer and water service providers.
- c. All plans for water systems must meet the approval of the water system provider or the County Health Department and the Ohio EPA.

Other Utilities

- a. All other utilities shall be installed by the subdivider subject to conditions and specifications of the utility owner.

Streets and Roadways

- a. All streets within the limits of the County other than state highways shall be improved with pavement to an overall width in accordance with the following minimum dimensions including street curbs with storm drains:

<u>Type</u>	<u>Pavement width</u>	
	<u>Without on street parking</u>	<u>With on Street Parking</u>
Street	22 feet	38 feet
Cul-de-sac	30 feet radius	46 feet radius

	<u>Right of Way width</u>	
	<u>Without on street parking</u>	<u>With on Street Parking</u>
Street	50 feet	65 feet
Cul-de-sac	50 feet radius	65 feet radius

- b. If no on street parking is provided, then the subdivider must provide adequate off street parking for three (3) vehicles.
- c. Pavement shall be designed according Ohio Department of Transportation pavement design guidelines according type and amount of traffic using roadway.
- d. Storm water inlets and catch basins shall be provided within the curbs of the roadway improvements at points specified by the County Engineer, Lawrence County Regional Planning Commission, and the County Commissioners and shall meet ODOT specifications and design guidelines.
- e. A minimum of one permanent access above the 100 year flood elevation shall be provided to the subdivision.
- f. Any bridge structures required shall be designed in accordance with ODOT Bridge Standards. The structure shall be designed by a Registered Professional Engineer of the State of Ohio and shall be designed to carry a legal Ohio load and designed for the 100 year flood frequency. For structures exceeding ten (10) feet in length, the necessary forms required by the Ohio Department of Transportation (ODOT) shall be completed by the design engineer.
- g. All other design criteria not stated specifically within these regulations shall conform to the Ohio Department of Transportation design criteria and specifications, current edition.

SECTION 319 AGREEMENTS AS TO IMPROVEMENTS

The final plat to be placed on record shall be accompanied by a statement signed by the owner and subdivider setting forth the following:

- a. Plans and specifications for such improvements previously approved by the Lawrence County Regional Planning Commission and the County Commissioners clearly describing the same.
- b. No subdivision shall be approved without the complete compliance of these Regulations in which the Lawrence County Engineer is satisfied that all streets, curbs, storm drains, and cul-de-sacs are installed before final approval or that an insurance bond shall be submitted for the same; and that all such improvements shall be inspected during the course of construction by an inspector appointed by the County Commissioners.

SECTION 320 FINAL PLAT EXPIRATION

The subdivider shall record the final plat within sixty (60) days of final approval, otherwise the final plat approval shall expire and become void.

SECTION 321 SIGNING, RECORDATION, AND TRANSMITTAL OF COPIES OF FINAL PLAT

When a final plat has been approved and all conditions for approval have been satisfied, the designated representative of the Planning Commission shall sign the certificate of approval on the original tracing and return the same to the subdivider. The subdivider shall, within sixty (60) days, submit a copy of the approved plat for processing by the County tax map department, County Auditor, and filing with the County Recorder. It shall be the responsibility of the subdivider to gain all necessary certifications before filing the plat with the County Recorder. The subdivider shall provide the Planning Commission with a paper copy of the approved plat. After the plat is recorded, the original plat or an archival quality reproducible reproduction shall be filed with the County Recorder.

ARTICLE IV

REQUIRED STATEMENTS AND SIGNATURES TO BE AFFIXED ON THE PLAT

SECTION 400 REQUIRED STATEMENTS

Some or all of the following statements, or similar appropriate statements, may be required to be affixed on the subdivision plat. The planning commission may require modifications to the statements.

All signatures, except the signatures of the County Auditor, County Recorder, and the Planning Commission shall be obtained prior to approval of the subdivision plat by the Planning Commission.

A. Deed Reference

Situated in (Congress Lands East of the Scioto River or Ohio Company Purchase _____) _____ Township, County, Ohio, containing ___ acres and being (part or) the same tract as conveyed to _____ and described in the deed recorded in Deed (Official Records) Book ___ Page ___, County, Ohio.

B. Owner’s Consent and Dedication

We, the undersigned, being all the owners and lien holders of the lands herein platted, do hereby voluntarily consent to the execution of the said plat and do dedicate the streets, parks or public grounds as shown hereon to the public use forever.

Any “Public Utility Easements” as shown on this plat are for the placement of sidewalks and for the maintenance and repair of streets. This easement and all other easements shown on this plat, unless designated for a specific purpose, are for the construction, operation, maintenance, repair, replacement or removal of water, sewer, gas, electric, telephone, cable television, or other utility lines or services, stormwater disposal and for the express privilege of cutting, trimming or removing any and all trees or other obstructions within said easement, or immediately adjacent thereto, to the free use of said easements or adjacent streets and for providing ingress and egress to the property for said purposes and are to be maintained as such forever. No buildings or other structures may be built within said easements, nor may the easement area be physically altered so

as to (1) reduce clearances or either overhead or underground facilities; (2) impair the land support of said facilities; (3) impair ability to maintain the facilities; or (4) create a hazard. The above public utility easements are for the benefit of all public utility service providers including, but not limited to

(List all applicable public utility service providers in sentence form)

(Signature of owner, all lien holders and two witnesses for each signature required)

C. Certificate of Notary Public

State of Ohio, S.S.

Be it remembered that on this ___ day of _____, 20___ before me the undersigned, a Notary Public in and for said State, personally came _____ (and _____), who acknowledged the signing and execution of the foregoing plat to be their voluntary act and deed. In testimony whereof, I have set my hand and Notary Seal on the day and date above written.

(Signature) _____

(Print name here) _____

NOTARY PUBLIC

State of Ohio

My commission expires _____

D. Certificate of Surveyor

I hereby certify that this map is a true and complete survey made by me (under my supervision, on date) and that all monuments and lot corner pins are (or will be) set as shown.

(Signature) _____

(Print name and registration number here) _____

Registered Surveyor

E. Planning Commission Approval

This plat was approved by the _____ Planning Commission on this _____ day of _____, 20 ____.

Executive Director

F. County Engineer Approval

I hereby approve this plat on this _____ day of _____, 20 ____.

Commissioner

Commissioner

Commissioner

ATTEST:

Clerk, Board of County Commissioners

County Engineer

G. Sewage Disposal Approval (If applicable)

I hereby approve this plat on this ___ day of _____, 20 ___.

County Sanitary Engineer

H. County Health Department

I hereby approve this plat on this ___ day of _____, 20 ___.

County Health Commissioner

I. County Auditor's Transfer

Transferred on this ___ day of _____, 20 ___.

By _____

Deputy County Auditor

J. County Recorder

File No. _____

Received on this ___ day of _____, 20 ___ at _____ .M.

Recorded on this ___ day of _____, 20 ___ at _____ .M.

Recorded in plat book No. _____, Page _____.

Fee _____.

By _____

Deputy County Recorder

K. Certificate of Ownership

We, _____ and _____ do hereby certify that we are the owners of the property described in the above caption and that all legally due taxes have been paid, and that as such owners, we have caused the said above described property to be surveyed and subdivided as shown.

Seal

Seal

County

State of Ohio,) SS

L. Drainage Statement

The County Engineer assumes no legal obligation to maintain or repair any open drainage ditches or channels designated as "drainage easements" on this plat. The easement area of each lot and all improvements within it shall be maintained continuously by the lot owner. Within the easements, no structure, planting, fencing, culvert, or other material shall be placed or permitted to remain which may obstruct, retard, or divert the flow through the watercourse.

M. Acceptance of Dedications

Be it resolved by the Board of County Commissioners, that the dedications shown on this Plat are hereby approved and accepted this _____ day of _____ 20 _____

(**Note that this section cannot be approved and accepted until the County Engineer has approved the road construction in accordance with ORC 711.091)

ARTICLE V DEFINITIONS

When used in these regulations the following terms shall have the meaning indicated:

1. Owner includes the plural as well as the singular, and may mean either a natural person, firm association, partnership, private corporation, public or quasi-public corporation, or combination of any of them.
2. Subdivision means either of the following:
 - (1) The division of any parcel of land shown as a unit or as contiguous units on the last preceding general tax list and duplicate of real and public utility property, into two or more parcels, sites, or lots, any one of which is less than five acres for the purpose, whether immediate or future, of transfer of ownership, provided, however, that the following are exempt:
 - (a) A division or partition of land into parcels of more than five acres not involving any new street or easements of access;
 - (b) The sale or exchange of parcels between adjoining lot owners, where that sale or exchange does not create additional building sites;
 - (c) If the planning authority adopts a rule in accordance with section 711.133 [711.13.3] of the Revised Code that exempts from division (B)(1) of this section any parcel of land that is four acres or more, parcels in the size range delineated in that rule.
 - (2) The improvement of one or more parcels of land for residential, commercial, or industrial structures or groups of structures involving the division or allocation of land for the opening, widening, or extension of any public or private street or streets except private streets, except private streets serving industrial structures, or involving the division or allocation of land as open spaces for common use by owners, occupants, or leaseholders or as easements for the extension and maintenance of public or private sewer, water, storm drainage, or other similar facilities.
3. Preliminary Plat is a map or chart of a proposed subdivision which has been accurately surveyed, and depicts the intent of the developer for the property to be developed.
4. Final plat is a map or chart of a subdivision which has been accurately surveyed, and such survey marked on the ground so that streets, alleys, blocks, lots and other divisions thereof can be identified.
5. Street is a public or private thoroughfare which affords primary access by pedestrians and vehicles to abutting property. The minimum width of a street right-of-way is to be not less than 50 feet.
6. Cul-de-sac is a street having one open end and being terminated at the other by a vehicular turnaround. The radius of this cul-de-sac is to be not less than 30 feet with no on street parking.

7. Building setback line is a line within a lot or other parcel of land, so designated on the plat of the proposed subdivision, between which, and the adjacent boundary of the street upon which the lot abuts, the erection of an enclosed structure or portion thereof is prohibited. (a) The minimum setback from the front line to the structure shall be 25 feet. (b) The minimum side setback from the abutting line shall be 5 feet.
8. Alley is a public way which affords a secondary means of access to abutting property.
9. Easement is the quantity of land set aside or over which a liberty, privilege, or advantage in the land without profit, existing distinct from the ownership of the land, is granted to the public or some particular person or part of the public.
10. County is the County of Lawrence.
11. Planning Commission is the Lawrence County Regional Planning Commission (Members appointed by the Lawrence County Board of Commissioners)
12. Butt lots are lots the rear lot lines of which abut the side lot lines of other lots platted in the same block and not separated therefrom by an alley or other open space.
13. Commissioners is the Lawrence County Board of Commissioners.
14. Planning Director is the director for the Lawrence County Regional Planning Commission or an agent thereof.
15. Tap is the physical connection to a main service line between the lot and the utility company.
16. Minor Subdivision – is the division of real property that does not require a plat to be approved by the planning authority according to Section 711.131, Ohio Revised Code.
17. Variance – is a modification of the strict terms of the relevant regulations where such modification will not be contrary to the public interest and where owing to conditions particular to the property and not the result of the action of the applicant, a literal enforcement of the regulations would result in unnecessary and undue hardship.

**ARTICLE VI
ADOPTION OF REGULATIONS**

These regulations are hereby declared to be a measure in that public peace, welfare, health and safety of the citizens of this County are involved and shall become effective upon passage by the Lawrence County Commissioners.

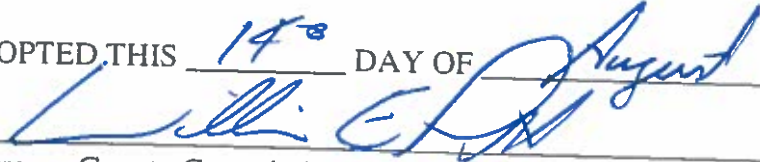
APPROVED THIS 17th DAY OF May 2018.



Chairperson
Lawrence County Regional Planning Commission

A public hearing, in accordance with Section 711.10 and 711.101 of the Ohio Revised Code, concerning these regulations was conducted on the 17th day of July, 2018 by the Board of County Commissioners.

ADOPTED THIS 14th DAY OF August 2018.




Lawrence County Commissioner

Freddie Hayes

Lawrence County Commissioner

DeAnna Halliday

Lawrence County Commissioner

ATTEST: 

Clerk, Board of Lawrence County Commissioners

APPENDIX 1 SUBDIVISION FORMS

Form Number

1. Application For Tentative Approval of Preliminary Plat
2. Preliminary Plat Checklist
3. Application For Final Plat Approval
4. Final Plat Checklist
5. Technical Design & Improvement Checklist
6. Application For Minor Subdivision Approval
7. Application For Major Subdivision Approval
8. Application For Subdivision Variance

Form No. 1

APPLICATION FOR TENTATIVE APPROVAL OF PRELIMINARY PLAN

Date: _____

Name of Applicant: _____

Address: _____

Phone: _____

Name of Surveyor or Engineer: _____

Address: _____

Phone: _____

Name of Subdivision: _____

Location Description: _____ Section _____ Township _____ Range _____ Other _____

(In addition, please attach copy of legal description)

Proposed Use: _____

Number of Lots: _____ Area of Parcel: _____

Do you propose deed restriction? Yes _____ No _____
(If yes, please attach a copy)

What type of sewage disposal do you propose? _____

If an "on lot" type of sewage disposal is proposed include a letter from the County Board of Health approving a specific type of sewage disposal.

List all proposed improvements and utilities and state your intention to install or post a guarantee prior to actual installation

	Improvement	Installation	Guarantee
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
D.	_____	_____	_____

E. _____
F. _____

List other material submitted with this application.

	Item	No.
A.	_____	_____
B.	_____	_____
C.	_____	_____
D.	_____	_____
E.	_____	_____

Applicant Surveyor or Engineer

(Place Seal Here)

For official use

Date Received: _____

Date of Meeting of Planning Commission: _____

Action by Planning Commission: _____

If plat rejected, reason(s) for rejection: _____

Date

Chairperson

Form No. 2

PRELIMINARY PLAN CHECKLIST

Date: _____

Subdivision: _____

The following item(s) (does, does not) conform to the requirements of the Lawrence County Subdivision Regulations.

1. Application form complete.
2. Proposed Name of Subdivision (no duplication permitted).
3. Location Description.
4. Boundaries and Acreage.
5. Name, address, and telephone number of owner, subdivider, surveyor and engineer.
6. Sheet size in accordance with the requirements of the County Recorder.
7. Date of Survey, Proper Scale, North Arrow, Legend, and a Vicinity Map.
8. Names of adjacent subdivisions, owners of adjoining parcels, and location of common boundary lines.
9. Site Plan with Topographic Contours.
10. Location, width, and names of existing streets, rights-of-way, and easements.
11. Location and dimensions of existing structures.
12. Location of existing utilities including sewers, water lines, and communication lines or poles.
13. Layout, names, and widths of proposed streets or easements and proper dedications.
14. Layout and approximate dimensions of all lots.
15. Building setback lines.
16. Survey monuments of adjacent properties.
17. Proposed use of lots.
18. Copy of proposed deed restrictions, if any.
19. Letter from County Health Department stating what type of sewage disposal they will approve.
20. Certification from the Floodplain Administrator
21. Construction Estimates for Proposed Improvements

Date: _____

Title

Signature

Form No. 3

APPLICATION FOR FINAL PLAT APPROVAL

Date: _____

Name of Applicant: _____

Address: _____

Phone: _____

Name of Surveyor or Engineer: _____

Address: _____

Phone: _____

Name of Subdivision: _____

Date Preliminary Plat Approved: _____

Have all required improvements been installed? Yes No

If no, include detailed estimates of cost and a statement relative to the method of improvement guarantee. All estimates must be approved by the County Engineer.

Do you propose deed restriction? Yes No
(If yes, please attach a final copy.)

List other material submitted with this application.

	Item	No.
A.	_____	_____
B.	_____	_____
C.	_____	_____
D.	_____	_____
E.	_____	_____

Applicant

Engineer

(Place Seal Here)

For Official Use

Date Received: _____

Date of Meeting of Planning Commission: _____

Plat Fee: \$ _____

Action by Planning Commission: _____

If plat rejected, reason(s) for
rejection: _____

Date

Chairperson

Form No. 4

FINAL PLAT CHECKLIST

Date: _____

Subdivision: _____

The following items (do, do not) conform with the requirements of the Lawrence County Subdivision Regulations.

1. Application form complete.
2. Submitted within 12 months of preliminary approval.
3. Conforms to preliminary plat and incorporates suggested changes.
4. Sheet size conforms to the requirements of the Lawrence County Recorder.
5. Name of Subdivision.
6. Name, address, and phone numbers of owner, subdivider, and professional surveyor and/or engineer with proper numbers and seals.
7. Date of survey, scale of plat, north arrow, and acreage
8. Locational Description.
9. Accurate angular and linear dimensions for all lines, angles, and curves used to describe boundaries, streets, alleys, easements, areas to be reserved for public use and other important features.
10. Plat boundaries based on a field boundary survey, as defined in Ohio Administrative Code (OAC) 4733-37, all lot numbers and lines shown with accurate dimensions in feet and hundredths.
11. True angles and distances to established street lines or official monuments.
12. Accurate outlines and legal descriptions for any areas to be dedicated or reserved for public use.
13. Name, location, width, and centerline of streets, existing and proposed.
14. Bearings and distances to the nearest established street lines and accurate location and description of all monuments.
15. Building setback lines.
16. Final deed restrictions.
17. Final improvement plans.
18. Installation or guarantee of installation of improvements.
19. Required final certifications and approvals from the surveyor, owner/mortgage company, County Auditor, County Recorder, utility owners and providers, etc.

Date: _____

Title

Signature

Form No. 5

TECHNICAL DESIGN AND IMPROVEMENT CHECKLIST

The following items (do, do not) conform with or does not apply (NA) to the requirements of the Lawrence County Subdivision Regulations.

1. No flood hazards
2. Acceptable natural drainage and erosion control
3. Steep slopes not limiting factor
4. Large trees and other significant natural features
5. Areas of historical or cultural significance
6. Right-of-way
7. Pavements widths
8. Radius of curvature
9. Horizontal visibility
10. Vertical alignment and visibility
11. Grades
12. Cul-de-sacs
13. Turn around radius - ROW - and pavement
14. Marginal access streets and points of access
15. Alleys
16. Alignment of intersections
17. Spacing of intersection relative to different road classifications
18. Avoidance of multiple intersections
19. Avoidance of 4-way intersections
20. Pavement and ROW of intersections
21. Streets for commercial subdivisions
22. Streets for industrial subdivisions
23. Length of Blocks
24. Subgrade
25. Base Course
26. Surface Course
27. Curbs and gutters
28. Bridges
29. Sidewalks
30. Street names and numbers, signs
31. Lots
32. Size
33. Setback lines
34. Corner Lot Size
35. Driveway culverts and grade
36. Monuments
37. Grading Plan

- 38. Type of water supply
- 39. Test wells
- 40. Type of sewage treatment
- 41. Storm drainage system type
- 42. Manholes
- 43. Catch basins
- 44. Headwalls
- 45. Sufficient easements for utilities or open drainage
- 46. Other utilities
- 47. Underground utilities

Date: _____

Title

Signature

Form No. 6

APPLICATION FOR MINOR SUBDIVISION APPROVAL

Date: _____

The undersigned applies for minor subdivision approval under Section 711.131 Ohio Revised Code, and certifies all material submitted with this application is true and correct. Action must be taken within thirty (30) days.

Signature: _____

Address: _____

Phone: _____

Minor subdivision approval may be granted only under the following conditions:

- The proposed subdivision is along an existing public road and involves no openings, widening or extension of any street.
- No more than 5 lots are involved after the original parcel has been completely subdivided.
- The subdivision is not contrary to applicable platting subdividing, or zoning regulations. Variance can only be requested before the entire commission.
- The property has been surveyed and a sketch and legal description is submitted.

Approval is granted, where applicable by the agencies listed below.

For Official Use

COUNTY HEALTH DEPARTMENT

Date Received: _____

Action: _____

Comments: _____

Signature

COUNTY ENGINEER

Date Received: _____

Action: _____

Comments: _____

Signature

PLANNING COMMISSION

Date Received: _____

Action: _____

Comments: _____

Signature

Note: This form must be submitted to the County Auditor for transfer and the County Recorder for recording.

Form No. 7

APPLICATION FOR MAJOR SUBDIVISION APPROVAL

Date: _____

The undersigned applies for major subdivision approval under Section 711.10 Ohio Revised Code, and certifies all material submitted with this application is true and correct. Action must be taken within thirty (30) days.

Signature: _____

Address: _____

Phone: _____

Major subdivision approval may be granted only under the following conditions:

- More than three (3) lots, any one of which is less than five (5) acres, including the original tract.
- Creation, widening, or extension of any road, street, or access easement.
- Division or allocation of land as a utility or drainage easement.
- Subdividing platted land to create additional building lots in a recorded subdivision.

Approval is granted, where applicable by the agencies listed below.

For Official Use

COUNTY HEALTH DEPARTMENT

Date Received: _____

Action: _____

Comments: _____

Signature

COUNTY ENGINEER

Date Received: _____

Action: _____

Comments: _____

Signature

PLANNING COMMISSION

Date Received: _____

Action: _____

Comments: _____

Signature

Note: This form must be submitted to the County Auditor for transfer and the County Recorder for recording.

Form No. 8
APPLICATION FOR SUBDIVISION VARIANCE

Date: _____

Name: _____

Address: _____

Phone: _____

Locational Description: _____

Nature of Variance Requested: Describe generally the nature of the variance

1. Justification of Variance: On a separate sheet, please attach a statement relative to why the variance from requirements of the subdivision regulations is requested. Include such items as:
2. Exceptional topographical or other conditions peculiar to this particular parcel of land;
3. Why a literal interpretation of the regulations would deprive the applicant of rights enjoyed by other property owners;
4. That the peculiar conditions do not result from previous actions for the applicant;
5. That the requested variance is the minimum variance that will allow a reasonable division of the land;
6. A plat of a boundary survey of the area showing the location and characteristics of the requested variance;
7. A general description on how the variance will not affect the adjacent property owners.

I certify that all information contained in this application and its supplements is true and correct.

Signature

For Official Use Only

Date Filed: _____

Action: _____

Chairperson

**APPENDIX 2
FEES**

The Lawrence County Commissioners adopted by majority vote on October 8, 1999 the following Subdivision Fee Policy for all proposed subdivisions and variance requests.

Inspection Fee Schedule

<u>Lots</u>	<u>Fee</u>
1 to 9	\$500.00
10 to 25	\$750.00
26 to 50	\$1,000.00
51 to 100	\$1,250.00
101 and over	\$1,500.00

This fee would be payable upon submission of the final plat for approval by the Planning Commission and the improvements would be required to be completed within two years of approval of the final plat. Should the improvements not be completed within that time period, the applicant would be required to pay the above fee for inspection for another two year period.

A re-inspection fee of \$ 50.00 per trip (re-inspection fee would be to verify corrections for non-complaint conditions not accepted at regular inspection and for repeat inspections because work was not finished and ready for inspection). One callback re-inspection fee per subdivision to be waived.

The applicant must provide a 48-hour notice for a request for inspection to the Planning Commission. If the inspector fails to provide an inspection within that 48-hour period, the applicant may proceed without penalty for re-inspection of the work being performed.

It is recommended that the owner request an informal review prior to submission of an application for subdivision approval.

Fee for Minor Subdivisions/Major Subdivisions

The fee for minor/major subdivision shall be \$200.00 payable at the time of submission of the application for review by the Planning Commission and shall be non-refundable. Should the application be rejected for incompleteness, the fee shall be required to repaid upon resubmission of the application for approval.

It is recommended that the owner request an informal review prior to submission of an application for minor/major subdivision approval.

Fee for Subdivision Variances

All requests for subdivision variances shall be required to remit \$50.00 payable at the time of submission of the variance application for review by the Planning Commission and shall be non-refundable. Should the application be rejected for any reason, the fee shall be required to repaid upon resubmission of the application for approval.

It is recommended that the owner request an informal review prior to submission of an application for minor subdivision approval.